



BOARD MEETING MINUTES

**Meeting – Thursday 28th June 2018 (Meeting #5)
Commencing 11:00 AEST**

[NSW, VIC, ACT, TAS, QLD - 11:00; SA, NT – 10:30; WA – 8:00]

GoToMeeting: <https://global.gotomeeting.com/join/519748557>

Meeting ID: 519-748-557

Phone No: +61 2 9091 7603

GoogleDrive Documents:

https://drive.google.com/drive/folders/1Swbq_yonF8egxs1Fn0Mv0ISro9YbO_OL?usp=sharing

Distribution list: Don Driscoll (President), Amy Hahs (VP – Research), Dieter Hochuli (VP – Student Affairs), Bek Christensen (VP – Public Liaison & Policy), Kate Umbers (VP – Membership & Communications), Chloe Sato (Secretary), Jeremy Huntley (Treasurer-elect), Nigel Andrew (Austral Ecology – Chair), Pep Turner (EMR – Chair, Editorial Board), Gerry Turpin (Ordinary Director – Indigenous Engagement), Noel Preece (Ordinary Director). Gail Spina (Executive Officer), Jacky Tierney (Finance & Membership Officer).

1.0 WELCOME AND APOLOGIES

1.1 Chairperson's Welcome and Introduction

1.2 Present and Apologies

Present: Don Driscoll (President), Amy Hahs (VP – Research), Dieter Hochuli (VP – Student Affairs), Bek Christensen (VP – Public Liaison & Policy), Jeremy Huntley (Treasurer), Pep Turner (EMR – Chair), Gerry Turpin (Ordinary Director – Indigenous Engagement), Gail Spina (Executive Officer), Jacky Tierney (Finance & Membership Officer).

Apologies: Chloe Sato, Nigel Andrew, Kate Umbers, Noel Preece.

1.3 Minutes of Previous Board Meeting (May 2018) – for ratification*

MOTION: That the minutes of the previous Board meeting be accepted as a true and correct record.

Moved: Bek

Seconded: Dieter

All in favour: motion passed.

2.0 ACTION ITEMS FROM PREVIOUS MEETINGS

2.1 Matters Arising from Previous Board & Executive Meetings*

Action List attached.

PD	Nov (#6) 2017	4.4.1	Check content and links on website pages.
Replace with new action 'Undertake content audit of website and highlight areas requiring action with relevant portfolio chairs' – Toni/Gail – due August Board.			
PD	Nov (#6) 2017	6.2.1	Finalise ESA sponsorship process.
Ongoing. Report at August Board.			
PD	Nov (#6) 2017	8.4.1	List of hot topics put together by Policy WG will be circulated to Board for feedback then Bek will liaise with STA.
Ongoing. Report at July Board.			
Board	Feb (#1) 2018	5.7.1	Discuss options for Giving Circle process for consideration by Board.

Ongoing. Report at August Board.			
Board	Apr (#3) 2018	2.1.1	Amy to contact research chapter convenors about updating webpages; Gail to email WG Chairs to check and update relevant webpages if necessary.
Replace with new action 'Undertake content audit of website and highlight areas requiring action with relevant portfolio chairs' – Toni/Gail – due August Board.			
Board	Apr (#3) 2018	2.1.2	Develop online sponsorship/endorsement guidelines for circulation to Board.
Ongoing. Report at July Board.			
Board	Apr (#3) 2018	3.3.1	Contact Jodie Cosham to see if she can discuss opportunities for BES and ESA to link together, as well as capacity to negotiate diffusion of Academic Freedom survey to BES members.
Done. Ask Jodi to potentially assist with Distributing academic freedom survey through BES.			
Board	Apr (#3) 2018	6.1.1	Send documented WG composition to Board members with oversight of WG. Board members with oversight to update lists and send to Secretary.
Done.			
Board	May (#4) 2018	6.1.1	Send key conservation issues in Australia (and accompanying image) for BBC to Gail for compilation and circulation to Board for feedback.
Done.			

3.0 REPORTS

3.1 Treasurer's Report – Jeremy Huntley*

Financial statements circulated to Board.

The draft 2018/19 budget was submitted for approval. Jeremy noted that deficit position has changed for several reasons due to additional costs arising from the appointment of the Online Media Manager as a staff member rather than contractor, and from the accounting treatment of grants such as JLTF. Bottom line impact observed but no net impact predicted over the three-year projection. Overall, the deficit position is still in the acceptable range and accordingly the budget was submitted for approval.

The end of financial year position will be discussed at the July Board.

MOTION: That the 2018/2019 budget as submitted by approved.

Moved: Jeremy

Seconded: Don

All in favour: motion passed.

3.2 Correspondence Report – Chloe Sato

No correspondence forwarded. Board members are reminded to send through any relevant correspondence to Chloe each month for information and record keeping purposes.

3.3 Working Group Report – All

Substantial items tabled prior to the meeting. Verbal update to be provided for all WG from directors with WG oversight.

Board agreed that, to increase Board meeting efficiency, all Working Group Portfolio Chairs should submit a written dot point report for their Working Groups allowing for discussion of questions and issues only, rather than taking time for verbal updates. Secretary to include a standard reminder as part of call for agenda items.

Oversight	Working Group	Chair	Update as at 28 June 18
President	JOURNALS	Don Driscoll	<p>Pep and Nigel met with Wiley reps in Melbourne on the 15th June to discuss the new Austral Ecology/ EMR contract. In brief, Wiley are moving to model where they will pay for all the editorial costs, and we receive the equivalent of a 40% royalty (we now pay editorial costs and receive a 50% royalty). Predicted revenue 2019-2023 ranges between \$251k to \$274k – about \$50k more than what we currently get. We also negotiated a minimum guaranteed annual revenue of AUD\$150,000 when including the \$50,000 editorial contribution for both journals.</p> <p>It was noted that the next contract in 5 years may be very different with open access publication starting to become the norm, so profit margins for journal may no longer be the norm. ESA should start thinking about a wider range of financial inputs as the days of large revenue from the journals may be numbered!</p> <p>An increase in Journal Impact factors was noted by the Board, however the Austral Ecology impact is a little disappointing. Suggested ESA pursue Wiley option of assistance and advice in developing strategies to increase impact factor.</p> <p>Finally, Don will attend the Wiley Society Leaders' Breakfast with Brian Napack, which will be held on 13 July 2018 Friday at the Wiley Melbourne office in Richmond. This invitation only, VIP event is a unique opportunity to meet with Brian, who will be in Melbourne for a short visit.</p>
	EQUITY	Vacant	<p>Chair position currently vacant. Membership working group currently overseeing this activity until Chair is nominated. Proposed survey of membership to identify and</p>

Oversight	Working Group	Chair	Update as at 28 June 18
			prioritise equity issues currently being developed.
	INDIGENOUS ENGAGEMENT	Gerry Turpin	Inaugural meeting still pending – currently proposed for August/September due to other work commitments. Face-to-face meeting will occur in July, and ToRs will be updated thereafter.
	ACADEMIC FREEDOM	Don Driscoll	We have engaged Alex Kusmanoff from Melbourne Uni with funds granted by ESA to finalise the academic freedom survey then implement it. Alex is directly supervised by Georgia Garrard (RMIT) and Fiona Fidler (UM), both of whom have good experience in this kind of survey. Alex is currently converting the survey from our draft text document to a qualtrics on-line survey. The survey will be reviewed by the Academic Freedom WG before being sent out. Alex and Georgia are applying for human-ethics approval through RMIT. The survey will likely be deployed in August.
VP Student Affairs	STUDENT ACTIVITIES & AWARDS	Dieter Hochuli	Assessment proceeding. Noted that applications down across the Board for all student and research awards except Holsworth. Proposed to promote the awards through the Holsworth program and request the Online Media Manager to promote through social media.
	SCHOOL ENGAGEMENT	Vacant	Chair position currently vacant but nominations received to join working group, so activity can start with Dieter as temporary chair. Proposed to reframe terms of reference towards Ecological Education more broadly.
VP Research	EARLY CAREER ECOLOGISTS	Amy-Marie Gilpin	Active group. ECR workshop on CV preparation submitted for ESA18.
	RESEARCH CHAPTERS	Vacant	No update.
	RESEARCH AWARDS	Amy Hahs	Equity in Awards discussed and group comfortable with existing review and current awards processes. Focus should be on the nomination process to encourage diversity in applications. STA currently establishing a working group to develop guidelines around equity and diversity tools for

Oversight	Working Group	Chair	Update as at 28 June 18
			<p>members. Proposed to defer discussion until these resources become available.</p> <p>Need to advertise for members and may need to target suitable nominations.</p> <p>Suggested AERA funds be applied to increasing the profile and reach of the award e.g. streaming AERA lecture.</p> <p>Research Awards WG to consider options for increasing profile of AERA award.</p>
VP Member Communications	CONFERENCES	Jodi Price	Preliminary meeting held to discuss 2018 registration fees and venue for ESA19. Site inspection to be undertaken in July. Face to face meeting proposed in August to discuss registration fees, web content, proposed 2020 congress and potential NT sponsorship offer for 2021.
	PRACTITIONER ENGAGEMENT	Sacha Jellinek	Nominations for membership received after advertising in e-news – Sacha to follow up. Membership Working Group have expressed interest in joining forces with Practitioner Engagement to assist in developing strategic direction due to overlap in activities.
	BULLETIN	Dustin Welbourne	Bulletin published and available online.
	MEMBERSHIP	Kate Umbers	Redevelopment of existing membership database proposed due to lack of ability to easily manipulate data and question over accuracy of reports. This is critical data for effective management of a membership organisation. Project will be commenced with Interlated to determine of existing database can be upgraded or whether redesign and redevelopment will be required. Aim is to have this completed by March 2019 to coincide with majority of membership renewals.
VP Public Outreach & Policy	MEDIA	Euan Ritchie	Focus has been on recruitment of Online Media Manager now finalized.
	POLICY	Bek Christensen	<p>Submission to Threatened Species Senate Committee lodged.</p> <p>One applicant for the STA ambassador program received.</p>

Oversight	Working Group	Chair	Update as at 28 June 18
			Bek nominated for STA Policy Committee – will advise if successful.
Treasurer	FINANCIAL GOVERNANCE	Jeremy Huntley	Focus has been on budget development and end of financial year.
	FUNDRAISING & SPONSORSHIP	Vacant	Not currently active.

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
Board_Jun_18_3.1.1	Discuss alternative revenue streams for development over next 5 years.	All Board	Planning Day 18

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
Board_Jun_18_3.1.2	Gail to provide Amy with suggested list of potential Research Awards members to contact directly.	Gail	July Board 18

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
Board_Jun_18_3.1.3	Sacha to contact nominating Practitioner Engagement working group members.	Sacha/Kate	July Board 18

3.4 Web Officer Report – Gail Spina

Online Media Manager has been appointed. Toni Stevens will move into the role from August 1, 2018 to allow for notice in her current position. Toni's CV and application were tabled for information.

The Board extended its sincere gratitude to Brigette Vahl for her valuable role as ESA's Web Officer over the last four years and wished her every success in her future career pathways.

As noted in the Matters arising, a web content audit will be undertaken to identify content issues. Toni will be in contact with relevant portfolio managers as required.

3.5 Membership Report – Jacky Tierney

Membership numbers are steady but Jacky noted that revenue for membership in the last financial year was down on trends over previous 2 years. This could be partly due to members taking up multiple year memberships. Noted that full fee memberships numbers are lower which may reflect the current economic employment environment and lack of focus on ECRs. The membership working group will investigate further and provide recommendations to improve membership recruitment and retention.

3.6 Conference Report – Gail Spina*

Conference report tabled. Conference is on track. Sponsorship received has breakeven at 550 delegates which is comfortable. All keynotes finalised. Call for abstracts currently open.

4.0 SUBMISSIONS

4.1 EPBC Act, Agriculture & Food Production – Bek Christensen*

A submission from the Policy WG was tabled regarding the interaction between the EPBC Act, agriculture and food production.

A number of documents are currently open for comment. Please contact Bek if you would like to contribute.

5.0 GENERAL BUSINESS (Discussion and/or Voting)

5.1 Online Media Manager Appointment – Gail Spina*

Toni Stevens has been appointed as Online Media Manager for ESA, commencing August 1, 2018. Gail, Euan and Brigette are organizing handover and induction. Toni's application and CV were tabled for information.

6.0 OTHER ITEMS (Noting and/or Information)

6.1 President Succession Planning – Don Driscoll

To ensure transfer of corporate knowledge and smooth changeovers of ESA leadership, ESA needs to have someone nominate for the position of president-elect at the next AGM. I am very pleased to let the board know that Bek Christensen has agreed to nominate for president-elect. Bek has an outstanding record of leadership in the ecological community and has transformed ESA capacity in policy and public engagement in her role as VP.

7.0 LATE ITEMS

No late items tabled.

8.0 NEXT MEETING

July Board – 26 July 2018.
